



State of Utah

JON M. HUNTSMAN, JR.  
Governor

GARY R. HERBERT  
Lieutenant Governor

## Department of Administrative Services

KIMBERLY K. HOOD  
Executive Director

### Division of Facilities Construction and Management

DAVID G. BUXTON  
Director

# ADDENDUM No. 1

Date: February 23, 2009

To: Contractors

From: Rick James, Project Manager, DFCM

Reference: Exhibit Fabrication and Installation – Utah Museum of Natural History  
University of Utah  
DFCM Project No. 02243750

Subject: **Addendum No. 1**

Pages	Addendum Cover Sheet	1 page
	Revised Project Schedule	1 page
	Non-Mandatory Pre-Proposal Meeting Minutes	4 pages
	<u>List of Interested Parties</u>	7 pages
	Total	13 pages

**Note: This Addendum shall be included as part of the Contract Documents. Items in this Addendum apply to all drawings and specification sections whether referenced or not involving the portion of the work added, deleted, modified, or otherwise addressed in the Addendum. Acknowledge receipt of this Addendum in the space provided on the Bid Form. Failure to do so may subject the Bidder to Disqualification.**

While we contend that SB220 should only be potentially applicable to a contract issued after the effective date of said bill, this is to clarify that for purposes of this contract, regardless of the execution or effective dates of this contract, the status of Utah Law and remedies available to the State of Utah and DFCM, as it relates to any matter referred to or affected by said SB220, shall be the Utah law in effect at the time of the issuance of this Addendum.

## 1.1 **SCHEDULE CHANGES:**

- 1.1.1 Last day to submit questions prior to submittal of Statements of Qualifications is changed from Tuesday, February 24, 2009 to Thursday, February 26, 2009 no later than 4:00 PM MST. See attached revised project schedule.
- 1.1.2 Rick James's e-mail address corrected to the following: E-mail: [rjames@utah.gov](mailto:rjames@utah.gov)

## 1.2 **GENERAL ITEMS:**

- 1.2.1 See the attached Exhibit No. 1 - Meeting Minutes for the Non-Mandatory Pre-proposal Meeting which was held on February 11, 2009.
- 1.2.2 See the attached Exhibit No. 2 - List of Firms Interested in the Project is attached.



STATE OF UTAH - DEPARTMENT OF ADMINISTRATIVE SERVICES  
**Division of Facilities Construction and Management**

**DFCM**

**PROJECT SCHEDULE – REVISED**  
**PER ADDENDUM NO. 1 DATED FEBRUARY 23, 2009**

**PROJECT NAME: EXHIBIT FABRICATION AND INSTALLATION - UTAH MUSEUM OF NATURAL HISTORY**  
**UNIVERSITY OF UTAH – SALT LAKE CITY, UTAH**

**DFCM PROJECT #: 02243750**

Event	Day	Date	Time	Place
Request for Proposals and 80% Complete Exhibit Design Documents Available	Thursday	February 5, 2009	4:00 PM MST	DFCM 4110 State Office Bldg SLC, UT and the DFCM web site *
<b>Non-Mandatory</b> Pre-Proposal Audio Conference Meeting	Wednesday	February 11, 2009	1:00 PM MST	Call (308) 344-6400 Enter Meeting Number: 824220# See attached agenda on web site*
<b>Last Day to Submit Questions prior to submittal of Statements of Qualifications</b>	<b>Thursday</b>	<b>February 26, 2009</b>	<b>4:00 PM MST</b>	<b>Rick James – DFCM</b> <b>E-mail <a href="mailto:rjames@utah.gov">rjames@utah.gov</a></b> <b>Fax (801) 537-3267</b>
Addendum Deadline	Tuesday	March 3, 2009	2:00 PM MST	DFCM web site *
Prime Contractors turn in References, Statements of Qualifications, Management Plans (including Schedule), and Termination/Debarment Certifications	Tuesday	March 10, 2009	3:00 PM MST	DFCM 4110 State Office Bldg SLC, UT
Short Listing by Selection Committee. 100% Exhibit Final Design Documents Available	Wednesday	April 1, 2009	3:00 PM MDT	To be determined
Last Date to Submit Questions for Final Addendum	Tuesday	April 7, 2009	4:00 PM MDT	<b>Rick James – DFCM</b> <b>E-mail <a href="mailto:rjames@utah.gov">rjames@utah.gov</a></b> <b>Fax (801) 537-3267</b>
Final Addendum Deadline (exception for bid delays)	Thursday	April 16, 2009	2:00 PM MDT	DFCM web site *
Prime Contractors Turn In Cost Proposals and Cost Reduction Proposals	Wednesday	April 22, 2009	12:00 NOON MDT	DFCM 4110 State Office Bldg SLC, UT
Subcontractor List Due	Thursday	April 23, 2009	12:00 NOON MDT	DFCM 4110 State Office Bldg SLC, UT Fax 801-538-3677
Interviews	Thursday	April 30, 2009	TBA	TBA
Announcement	Monday	May 4, 2009		DFCM web site *
Notice to Proceed				TBD
Exhibits Installation Begins in a Dust-Controlled Environment	Thursday	April 22, 2010		
Exhibits Installation Continues in a Dust-Free Environment	Monday	August 23, 2010		Estimated to be the time of the Building Substantial Completion Date. Building is being constructed by separate Contractor
Substantial Completion Date	Friday	December 31, 2010		Exhibits Fabricator

\* DFCM's web site address is <http://dfcm.utah.gov>.

Exhibit No. 1

UMNH Exhibits Fabrication

Minutes - Non Mandatory Pre-Proposal Meeting

Date of Meeting: February 11, 2009

Time and Location: 1:00 PM MST. This meeting was held as an Audio Conference Call.

- 1) Introductions were made by all parties.
- 2) Rick James with DFCM requested that all parties send him an e-mail with company name, contact information and representative's names.
- 3) Sarah George, Director of the Utah Museum of Natural History, gave a brief history and orientation to the project emphasizing the museum's goals of human interaction in the exhibits, connections to the landscape, and creation of the museum of the future as opposed to a cabinet of curiosities.
- 4) Tim Ventimiglia, RAA, noted that the exhibits, building, and landscape have been designed together as an integrated whole. Important elements of the fabricator's scope include: integration of work with other contractors, scenic work, interactives, exhibit casework and high-quality graphics.
- 5) Jennifer Whitburn, RAA, reviewed some detail items including:
  - a) AV wiring/integration/equipment will be completed under a separate contract held by DFCM.
  - b) The successful exhibit fabricator will be expected to closely coordinate their work with the A/V integrator.
  - c) The 80% complete exhibit drawings which are in the RFQ are for reference only.
  - d) Bidders are encouraged to review the panel schedule as it is vital for understanding the scope of graphics work.
- 6) Rick James gave an overview of the selection process.
  - a) As this is a value based selection. Low bid is not always the determining factor. The following items and important dates were reviewed.
  - b) Firms should refer to the schedule for all times and dates
  - c) Last day to submit questions prior to the deadline for submission of qualifications was discussed.
  - d) It is state policy to **not** accept **any** late submissions. The group is urged to make sure their documents are delivered on time.
  - e) A shortlist of 3 to 6 firms will be published and 100% bid documents will be available to those firms on date indicated on the schedule.

- f) Cost proposals will be due at **noon Mountain Daylight Time**. See Project Schedule.
- g) Interviews will occur on date indicated on the schedule. The final contract will be issued as soon after as possible after the announcement.

7) Question and Answer period:

Q: Is there a checklist of components for fabrication.

A: There is no checklist. A detailed cost estimating spreadsheet will be provided in the second phase. It was indicated in the Non-Mandatory meeting that a draft of the cost estimating bidding sheet would be included in this addendum. (Subsequent to the meeting and further discussions it was decided that the draft of the cost estimating bidding sheet would not be included in this phase of the selection.)

Q: Who is the contract holder?

A: The property is owned by State, but administered by the University of Utah. The state will hold the contract through DFCM.

Q: Are the stated budget numbers funded and set aside for the project.

A: A large portion of the project funding has been raised. Fundraising is continuing, however the State has given approval to the project based on the fact that the University has committed to fund the project.

Q: Is there a requirement for Prequalification of Subs?

A: It is not a requirement for Subcontractors to be prequalified except for areas of work requiring a Utah Contractors License and meet State requirements. It is required that the exhibit fabricator and subcontractors have Utah Business Licenses.

Q: Subcontractors do not need to be designated during first phase, correct?

A: It is not strictly required to list Subcontractors in the first phase of the selection. However the selection committee needs to see qualifications of firms doing the work in all of the criteria categories. See selection criteria. So it is likely that fabricators will elect to indicate subcontractors that will do work in specialty areas. We will evaluate the qualifications of all of the team members which are proposed to be included in each Fabricator's team.

Q: Is the scoring pattern given used for short listing?

A: Yes, the criteria in the RFQ are used for both short listing and final selection. Cost will not be scored in the short listing.

Q: Is there a detailed schedule?

A: Yes, Big-D has put one together which shows their work substantially complete by August 23, 2010. Schedule is included in this RFQ.

Q: How many firms are you anticipating?

A: At this time there is no indication of the total number of interested parties.

Q: Other than section 17 with date of qualifications is there any form or format for qualifications statement?

A: Form is up to the submitter. The shorter the better, but it is your call. To be clear, on page 10 in section 21 there is a list of criteria with points. When we receive the information outlined in the RFQ on March 10<sup>th</sup> 2009, we will use that criteria and point structure with the exception of cost in short listing. Firms should present information in all criteria categories.

Q: Are there any minority owned business, women owned business, or state residency preferences?

A: no

Q: Do we need to be licensed as a contractor in Utah?

A: License Requirements are as follows:

- a) The Exhibits Fabricator firm does not have to be a licensed General Contractor.
- b) At a minimum the contractor and all subcontractors working on the project will have a Utah business license.
- c) The person responsible for the structural installations (Metal Studs for example) will have to be a licensed contractor. This could easily be provided by local contractors which either are already on site under Big-D or a separate contractor. The exhibit fabricator will include the price for this service in the agreement. It is required that all electrical power installations be installed by an electrical contractor.
- d) The firm doing any calculations for exhibit partitions or other structures will need a Utah engineer's license. This service can be provided by a local structural engineer. The exhibit fabricator shall include a price for providing this service.

Q: Will questions be posted to the web site?

A: Yes. All additional questions and answers that come to Rick James will be posted on the web site in the addenda. DFCM will distribute questions to RAA, UMNH, etc.

Q: Are there any wage rate requirements?

A: No

Q: Can the estimating spreadsheet be published prior to short listing?

A: It was indicated in the Non-Mandatory meeting that the estimating spreadsheet would be included in this addendum. (However it was determined

after the Non-Mandatory meeting that the estimating spreadsheet would not be included in the addendum because it is not required to do a cost proposal in this phase of the selection process.)

Q: Will an e-mail notification that an addendum has been posted go out to interested parties?

A: Rick James will issue an e-mail notification only to those firms who return a contact e-mail following the meeting. All others will need to check the website periodically.

Q: To be clear, there will be no pricing in the short listing round. If someone turns in pricing will they be favored or penalized?

A: If you turn in pricing in the short listing round, that information will be discarded and you will be judged on the qualifications and other criteria only.

Q: On past jobs with the state of Utah there have been conflict of interest clauses with regard to bidders who may have had input during design not being able to bid. Will this be the case on this project?

A: In this selection method which is called the Value Based Selection for Construction there are no prohibitions of bidders bidding which have also advised the design firm during the design process. Any firm which has consulted the exhibit design firm during the design period will be allowed to compete for the construction of the exhibits.

End of Minutes.

Exhibit No. 2 – 2/23/2009 – Interested Firms –  
Exhibit Fabrication  
Utah Museum of Natural History

	Firm	Contact 1	Additional Contacts
1	Palcoprep Inc. (Sub-contactor)	Frank Hadfield President Palcoprep Inc. Box1750 Drumheller, Alberta, Canada T0J 0Y0 Phone. 403.823.7727 Fax. 403.823.7737 email: <a href="mailto:palcoprp@telus.net">palcoprp@telus.net</a> Website <a href="http://www.palcoprep.com">www.palcoprep.com</a>	
2	Geograph Industries Inc.	Matt Panzeca <a href="mailto:mattpanzeca@geograph-ind.com">mattpanzeca@geograph-ind.com</a> Geograph Industries Inc. 475 Industrial Dr. Harrison, OH 45030 Account Representative Work: (513) 202-9200 Cell: (513) 226-0476 Fax: (513) 202-9255	
3	Academy Studios	Sarah Bruce, Sales Assistant 415-883-8999 ext 141 70 Galli Drive Novato, CA 94949 <a href="mailto:sbruce@academystudios.com">sbruce@academystudios.com</a>	Dean Weldon, CEO/President Academy Studios Tele: 415-883-8999 ext 103 Cell: 415-686-1625 <a href="mailto:&lt;dean.weldon@academystudios.com&gt;">&lt;dean.weldon@academystudios.com&gt;</a>
4	Lexington	Rosalie Kessing Director of Marketing & Business Development Lexington 12660 Branford St. Los Angeles, CA 91331 818-768-5768 p 818-768-4217 f <a href="http://www.lex-usa.com">www.lex-usa.com</a>	

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5	Hadley Exhibits	Paul Warner National Account Executive Hadley Exhibits Inc. 1700 Elmwood Avenue Buffalo, New York 14207 716-874-3666 x-3018 (p) 716-874-9994 (f) <a href="http://www.hadleyexhibits.com">www.hadleyexhibits.com</a>	
6	EWI Worldwide	Allison Partain Executive Director Museum Services Exhibit Works d. 734-367-8240 c. 734-604-9201 13211 Merriman Livonia, MI 48150 ewiworldwide.com < <a href="http://www.ewiworldwide.com">http://www.ewiworldwide.com</a> > EWI Worldwide	
7	YESCO (Sub-Contractor)	Brian Wignall YESCO 5119 S. Cameron St. Las Vegas, NV 89118 Ph: (702) 876-8080 Cell: (702) 595-2262 < <a href="mailto:bwignall@yesco.com">bwignall@yesco.com</a> >	
8	Design Craftsmen, LLC	Alan Simon COO Design Craftsmen, LLC Justin Hess Estimating Manager Design Craftsmen, LLC 2200 James Savage Road Midland, MI 48642 989-496-3220 Fax: 989-496-3522 Email: <a href="mailto:ajs@design-craftsmen.com">ajs@design-craftsmen.com</a> <a href="mailto:jmh@design-craftsmen.com">jmh@design-craftsmen.com</a>	Jerry Grieser Vice President of Sales, Western Division Design Craftsmen, LLC 3838 Carson Street, Suite 316 Torrance, CA 90503 310-792-8282 Fax: 310-792-8273 Email: <a href="mailto:grg@design-craftsmen.com">grg@design-craftsmen.com</a> Internet: <a href="http://www.design-craftsmen.com">www.design-craftsmen.com</a>



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Utah Museum of Natural History

9	Superior Exhibits and Design Inc.	Duncan R. Millar Project Director Superior Exhibits and Design Inc. 777 Lunt Ave. Elk Grove Village, IL 60007 Office: 847-364-9380 ext 46 Fax 847-364-9386 Cell: 847-848-5653 "Duncan R. Millar" < <a href="mailto:dmillar@superiorexhibits.com">dmillar@superiorexhibits.com</a> >	
10	Chicago Scenic Studios, Inc.	Bob Doepel Chicago Scenic Studios, Inc. 1315 N. North Branch St. Chicago, Il. 60642 <a href="mailto:Rdoepel@chicagoscenic.com">Rdoepel@chicagoscenic.com</a> Ph. 312.274.9900 Fx.312.274.9901	Diane Langhorst Director of Marketing Chicago Scenic Studios 1315 N. North Branch Street Chicago, IL 60642 312.274.9900, ext. 215 < <a href="http://www.chicagoscenic.com/">http://www.chicagoscenic.com/</a> > <a href="http://www.chicagoscenic.com">www.chicagoscenic.com</a>
11	Kubik Maltbie, Inc.	Steve Hammell Kubik Maltbie, Inc. <a href="mailto:shammell@maltbie.com">shammell@maltbie.com</a> 856-234-0052 x142 856-234-0762 Fax	Gary Brooks <a href="mailto:gbrooks@maltbie.com">gbrooks@maltbie.com</a> Chuck Maltbie <a href="mailto:cmaltbie@maltbie.com">cmaltbie@maltbie.com</a> JoAnn Buttaro IAdministrative Assistant I 856 234 0052 ext. 129 I Fax: 856 234 0760 708 Fellowship Road, Mount Laurel, New Jersey, 08054 < <a href="http://www.maltbie.com/">http://www.maltbie.com/</a> >
12	Edwards Technologies Inc Midwest	David A Krueger Edwards Technologies Inc Midwest 2574 N 8 Mile Road Sanford MI 48657 989-941-0456 Bus	

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		<a href="mailto:kruegerdak@charter.net">&lt;kruegerdak@charter.net&gt;</a>	
13	Color-Ad,Inc	S.K.Rao Sr. VP (Business Operations) Color-Ad,Inc 7200 Gary Road Manassas,VA,20109 703-631-9100 (Ext.119) 703-631-7849 <a href="mailto:skrao@color-ad.com">skrao@color-ad.com</a>	
14	Interior Construction Specialists	Bryan Webb Preconstruction Manager Interior Construction Specialists direct 801.563.3690 cell 801.558.4376 <a href="mailto:BWebb@LaytonCompanies.com">&lt;BWebb@LaytonCompanies.com&gt;</a>	
15	Design & Production, Inc.	Dan Moalli Vice President Design & Production, Inc. 7110 Rainwater Place Lorton, VA 22079 703.550.8640 - office 703.550.7117 - direct 703.339.0296 - fax <a href="http://www.d-and-p.com">www.d-and-p.com</a> < <a href="http://www.d-and-p.com/">http://www.d-and-p.com/</a> >	
16	Edwards Technologies Inc Midwest	David A Krueger Edwards Technologies Inc Midwest 2574 N 8 Mile Road Sanford MI 48657 989-941-0456 Bus 989-430-5414 Cell	

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Utah Museum of Natural History

		<a href="mailto:kruegerdak@charter.net">&lt;kruegerdak@charter.net&gt;</a>	
17	Exhibit Concepts Inc.	Jerry Spangler, <a href="mailto:jspangler@exhibitconcepts.com">jspangler@exhibitconcepts.com</a> Ph: 937-535-0258 Fx: 937-454-2003 Exhibit Concepts Inc. 700 Crossroads Court Vandalia, Ohio 45377	Duane Landes Project Manager Exhibit Concepts, Inc. 700 Crossroads Court Vandalia, Ohio 45377 <a href="mailto:dlandes@exhibitconcepts.com">dlandes@exhibitconcepts.com</a> Phone 937-535-0251 Cell 937-313-0068 Fax 937-454-2003
18	Split Rock Studios	Lisa Friedlander x717 or direct 651-789-4717 Split Rock Studios 2071 Gateway Blvd. Arden Hills, MN 55112 main 651-631-2211 800-433-9599 fax 651-631-0707 <a href="mailto:lfriedlander@splitrockstudios.com">lfriedlander@splitrockstudios.com</a> <a href="http://www.splitrockstudios.com">www.splitrockstudios.com</a>	Dan Widderski x733 or direct 651-789-4733 main 651-631-2211 800-433-9599 fax 651-631-0707 <a href="mailto:dwidorski@splitrockstudios.com">dwidorski@splitrockstudios.com</a> <a href="http://www.splitrockstudios.com">www.splitrockstudios.com</a>
19	Pacific Studio	Marc Burns Pacific Studio 5311 Shilshole Avenue NW Seattle, WA 98107 <a href="http://www.pacific-studio.com">www.pacific-studio.com</a> < <a href="http://www.pacific-studio.com/">http://www.pacific-studio.com/</a> > 206-783-5226, ext 112 206-783-5409 fax 425-829-4697 cellular	
20	H.B. STUBBS COMPANIES	DAVID HANCOCK manager interpretive services	Glen Board, Director of Environments C: 586-933-7631

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Utah Museum of Natural History

		H.B. STUBBS COMPANIES 15 EAST 82ND DRIVE SUITE 155 GLADSTONE, OR 97027 503.496.3131 x 302 503.329.7331 cell 503.496.3138 fax <a href="mailto:dhancock@hbstubbs.com">dhancock@hbstubbs.com</a> <a href="http://www.hbstubbs.com">www.hbstubbs.com</a> < <a href="http://www.hbstubbs.com/">http://www.hbstubbs.com/</a> > exhibits environments events H.B. Stubbs Company, LLC - West	<a href="mailto:gboard@hbstubbs.com">gboard@hbstubbs.com</a> Lola Monsen, Account Manager C: 801-484-5242 <a href="mailto:lmonsen@hbstubbs.com">lmonsen@hbstubbs.com</a> HB Stubbs Companies 1957 South 4800 West Salt Lake City, Utah 84104 801-973-7887 phone 801-977-0849 fax
21	Munters Corporation	Munters Corporation Moisture Control Services 1-800-MUNTERS (686-8377) <a href="mailto:mcsinfo@munters.com">mcsinfo@munters.com</a> <a href="http://www.munters.us">www.munters.us</a>	
22	CREATIVE ENVIRONS, INC.	Jeffrey Spoor CREATIVE ENVIRONS, INC. < <a href="http://www.creativenviroins.com/">http://www.creativenviroins.com/</a> > 11328 Business Park Blvd., Jacksonville, FL 32256 (904) 260-7770 (904) 260-7789 Fax (904) 514-9434 Cel <a href="mailto:jeffspoor@creativenviroins.com">jeffspoor@creativenviroins.com</a> < <a href="mailto:jeffspoor@creativenviroins.com">mailto:jeffspoor@creativenviroins.com</a> >	
23	American Stone, Inc.	Toby Winchester American Stone, Inc. 4040 South 300 West Salt Lake City, UT 84107 off: 801-262-4300 fax: 801-262-4474	

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		cell: 801-330-0948 e-mail: <a href="mailto:twinchester@american-stone.com">twinchester@american-stone.com</a>	
24	FMI Corporation	Arianne Dooley Consultant Associate FMI Corporation 55 Madison Street, Suite 410 Denver, CO 80206 T 303.398.7232 F 303.377.3535 email: <a href="mailto:adooley@fminet.com">mailto:adooley@fminet.com</a> web site: <a href="http://www.fminet.com">www.fminet.com</a>	
25	ASI Modulex	Stephanie Snyder Sales Consultant (303) 755-0997 office ext. 4003 (866) 353-6981 e-fax (303) 910-1349 cell ASI Modulex 6665 S. Kenton Street Suite 202 Englewood, CO 80111	
	GLASBAU HAHN America	Jana Lyn Thirlwall GLASBAU HAHN America 15 Little Brook Lane Newburgh, NY 12250 T 403-230-0168 F 403-398-3933 <a href="http://www.glasbau-hahn.com">www.glasbau-hahn.com</a>	